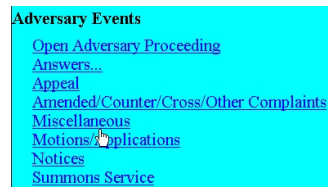
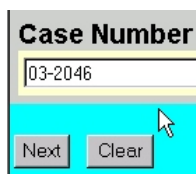


**Praeipce**

**STEP 1** Click the **Bankruptcy or Adversary** hyperlink, whichever is appropriate, on the **Main Menu** then click on **Miscellaneous**.

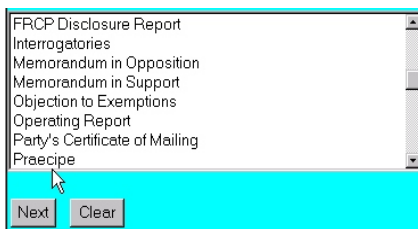


**STEP 2** The **Case Number** screen displays.



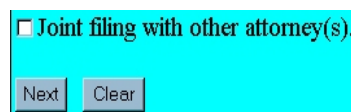
- ◆ Type in the **Case Number**.
- ◆ Click on the **Next** button.

**STEP 3** The **select type of document** screen displays.



- ◆ Scroll down and highlight **Praeipce**.
- ◆ Click on the **Next** button.

**STEP 4** The **Joint filing with other attorney(s)** prompt displays.



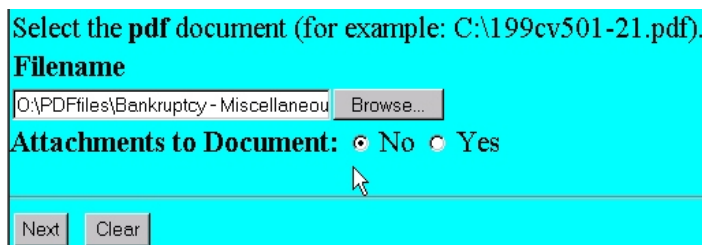
- ◆ Click in the **Joint filing with other attorney(s)** box only if this is a joint filing to add any additional attorneys.
- ◆ Click on the **Next** button.

**STEP 5** The **Select the Party** screen displays.



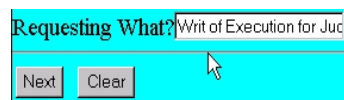
- ◆ Click on the party(s) name.
- ◆ Click on the **Next** button .

**STEP 6** The **Select the pdf document** screen displays.



- ◆ Type the path and file name in the blank box, or
- ◆ Click on the **Browse** button to navigate to the appropriate directory and file.
- ◆ If there are no attachments to the document, click on the **Next** button.

**STEP 7** The **Requesting What?** screen displays

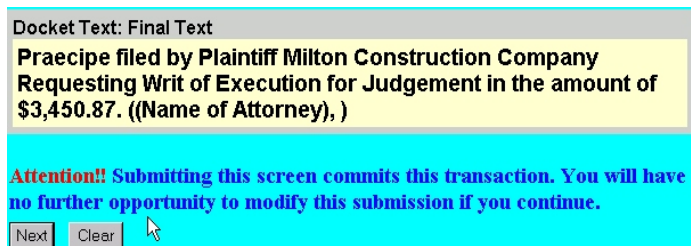


- ◆ Type in a short description of the request.
- ◆ Click on the **Next** button.

**STEP 8** A **Verification** screen displays. Verify the accuracy of the case name and case number, then click on the **Next** button.



**STEP 9** The **Docket Text: Final Text** screen displays. This is your **last** opportunity to make corrections to your entry.



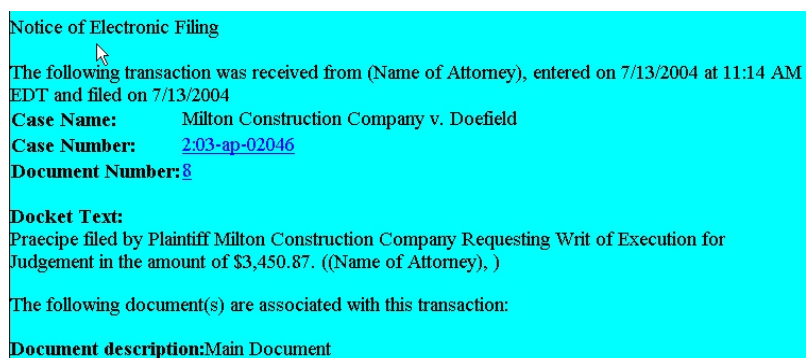
Docket Text: Final Text

**Praecipe filed by Plaintiff Milton Construction Company Requesting Writ of Execution for Judgement in the amount of \$3,450.87. ((Name of Attorney), )**

**Attention!! Submitting this screen commits this transaction. You will have no further opportunity to modify this submission if you continue.**

- ◆ Verify the final docket text. If correct, click on the **Next** button.
- ◆ If the final docket text is incorrect, you must click on your *Browser's* **Back** button to correct your entries.
- ◆ To abort or restart the transaction, click on the **Bankruptcy** hyperlink on the Menu Bar.

**STEP 10** The **Notice of Electronic Filing** screen will display showing the essential data for this filing. Scroll down to view the entire receipt.



Notice of Electronic Filing

The following transaction was received from (Name of Attorney), entered on 7/13/2004 at 11:14 AM EDT and filed on 7/13/2004

**Case Name:** Milton Construction Company v. Doefield

**Case Number:** [2:03-ap-02046](#)

**Document Number:** [8](#)

**Docket Text:**  
Praecipe filed by Plaintiff Milton Construction Company Requesting Writ of Execution for Judgement in the amount of \$3,450.87. ((Name of Attorney), )

The following document(s) are associated with this transaction:

**Document description:** Main Document